

## eSMR User Group Meeting Minutes

Date: **January 30, 2008**

Time: **10am-11am**

Item	Description	Purpose	Notes
1	Meeting Items	<ul style="list-style-type: none"> <li>▪ Introductions</li> <li>▪ Approve past minutes</li> <li>▪ Review agenda</li> <li>▪ Past Action Items</li> </ul>	-added discussion on "withdraw process" per Kay Yamamoto
2	<p>Transition from current system</p> <ol style="list-style-type: none"> <li>1. cold-turkey cutover (no more current functionality)</li> <li>2. keep current system for a limited time</li> <li>3. keep both systems running in parallel</li> </ol>	<ul style="list-style-type: none"> <li>▪ Decide on transition path</li> </ul>	<p>-new system will be called eSMR<sup>2</sup></p> <p>-current system will be called eSMR</p> <p>-both systems will be kept running in parallel</p> <p>Q: What quality checks are involved with eSMR<sup>2</sup>?</p> <p>A: The basic system validation will still be used (Amy).</p> <p>Q: Will you still need to submit paper?</p> <p>A: That will be left up to the Regional Boards (Darrin).</p> <p>Q: Will people running current system switch to eSMR<sup>2</sup>?</p> <p>A: Yes, until level 3 or 4 is ready (Darrin).</p> <p>Q: Not enough benefit for eSMR<sup>2</sup>.</p> <p>A: The goal is to get the discharger data first, maybe eSMR<sup>2.5</sup> will be to add data transfer to USEPA (Darrin).</p> <p>Q: What if error check hangup is the only thing stopping us in the current system?</p> <p>A: This will be assigned as a high-priority issue. (Amy)</p> <p>Q: Can annual reports go away as a perk?</p> <p>A: This will be up to the regional boards (Russ).</p>
3	Subcommittees	<ul style="list-style-type: none"> <li>▪ Solicit participants</li> </ul>	See eSMR_proj_contacts.xls to signup for the subcommittee of your choice.
4	Withdraw process	<ul style="list-style-type: none"> <li>▪ Develop policy</li> </ul>	It will be up to each individual regional board on how/when to withdraw

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5	eSMR <sup>2</sup> Mock-up Screens	<ul style="list-style-type: none"> <li>Review mock-ups</li> <li>Solicit suggestions</li> </ul>	<p>Select report screen:          -the reporting for quarterly will not be combined with the monthly reports          -dischargers will work with RBs on reporting schedule</p> <p>Calculated screen:          -more work needed here, lots of suggestions</p> <p>Raw Data screen:          -remove basis          -add sample time          -add RML          -add comment          -add analytical method</p> <p>Violation Entry screen:          -Add "?" to type, constituent determines type          -copy function must be defined          -delete function needed</p> <p>Post-certified:          -change "source" to "determined by"          -discharger violation ID links to violation module in read only mode for general info tab          -case work link to violation module with super rights          -change "status" to "current status"</p> <p>Data summary:          -multi-level sort wanted</p>

**Action Items:**

Item #	Who	Action Item	Status/Notes
1	Darrin/Russ	Coding Process	Decide on policy of electronic submission process. Decide if submission is required in both electronic and paper format. Possibly break up into interim and long-term policy.
2	Don/All	DDLs	Review drop-down values used for electronic coding process and determine if there are any missing or no longer valid.
3	Hoang/Francisco Don/Rassam	Level 2 Design Draft	Mock-up screens creation. At conclusion of requirements gathering complete mock-up screens will be created.
4	Ron/Don	Discharger Submission	Review Mantis issues related to "discharger screen", "error check", and "CDF Tool".
5	Don	Accelerated Monitoring	New. Discuss with Russ/Susan/Dan (1) interpretation, (2) how to handle, (3) develop a use case testing scenario to ensure system accommodates requirements.
6	Ron	Level 3 Process Flow	Develop level 3 process flow document.
7	Ron	Level 2 Requirements Document	Finalize level 2 requirements document.
8	Ron	Alpha/Beta Testing	Coordinate alpha and beta testing groups.